

**IDAHO BOARD OF SOCIAL WORK EXAMINERS**  
**Bureau of Occupational Licenses**  
700 West State Street, P.O. Box 83720  
Boise, ID 83720-0063

**Board Meeting Minutes of 1/27/2015**

**BOARD MEMBERS PRESENT:** Dr. Eleanor Pepi Downey - Chair  
Dr. Joan M. Cloonan  
Lynnet R. Kase  
Robert Payne  
Virginia K. Dickman  
Kristopher L. Walton

**BUREAU STAFF:** Tana Cory, Bureau Chief  
Dawn Hall, Administrative Support Manager  
Lori Peel, Investigative Unit Manager  
Maurie Ellsworth, Legal Counsel  
Jean Uranga, Board Prosecutor

The meeting was called to order at 9:00 AM MST by Dr. Eleanor Pepi Downey.

**APPROVAL OF MINUTES**

Dr. Cloonan made a motion to approve the minutes of November 12, 2014, and December 18, 2014. It was seconded by Mr. Payne. Motion carried.

**LEGISLATIVE REPORT**

Ms. Cory gave the legislative report. She said that Mr. Payne, Ms. Dickman and Dr. Cloonan attended the House Health and Welfare Committee on the proposed rules and the rules were approved. The Senate Health and Welfare Committee will be reviewing the proposed rules on Thursday January 28, 2015. There are also two additional bills going before the Legislature. One is to clarify that Boards served by the Bureau of Occupational Licenses can recoup attorney fees when a licensee is found to be in violation of the Board's laws and rules in disciplinary cases. The other is regarding renewal and reinstatement processes and collecting fees from prior years of expired licenses. Mr. Payne attended the Telehealth conference call meeting and was appointed to be on the panel for Telehealth Conference that took place on January 23, 2015.

**FINANCIAL REPORT**

Ms. Hall gave the financial report, which indicated that the Board had a cash balance of \$23,328.31 as of December 31, 2014.

## **DISCIPLINE**

Ms. Uranga presented a Stipulation for Dismissal with Prejudice in case SWO-2013-25. It was moved by Dr. Payne to close case SWO-2013-25. It was seconded by Mr. Walton. Motion carried.

Ms. Uranga presented a memorandum regarding case number SWO-2015-4. It was moved by Mr. Payne to close case SWO-2015-4 with an advisory letter. It was seconded by Ms. Dickman. Motion carried.

Ms. Uranga presented a Stipulation and Consent Order in case SWO-2014-25. Mr. Payne made a motion to approve the Consent Order and allow the Board Chair to sign on behalf of the Board. It was seconded by Mr. Walton. Motion carried.

## **INVESTIGATIVE REPORT**

Ms. Peel gave the investigative report, which is linked above.

## **FOR BOARD DETERMINATION**

Mr. Payne made a motion to approve the Bureau's recommendation and authorize closure in cases I-SWO-2014-31; I-SWO-2014-39; I-SWO-2015-7; and I-SWO-2015-14. It was seconded by Dr. Cloonan. Motion carried.

## **DISCIPLINE**

Ms. Peel presented supervision reports in cases SWO-2012-1, SWO-2012-16, and SW-2013-28. Supervision reports in cases SWO-2012-1 and SWO-2012-16 were accepted. The Board asked for additional information in case SWO-2013-28.

Ms. Peel presented a letter from the Respondent in case SWO-2011-18 requesting to be released from supervision. It was moved by Ms. Kase to approve the completion of supervision in case SWO-2011-18. It was seconded by Dr. Cloonan. Motion carried.

Ms. Peel presented a letter in case SWO-2012-16. Mr. Payne recused himself. It was moved by Mr. Walton that the Board grant reinstatement of the license without restriction in case SWO-2012-16. It was seconded by Dr. Cloonan. Motion carried.

## **EXECUTIVE SESSION**

Dr. Cloonan made a motion that the Board go into executive session under Idaho Code § 67-2345(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to consider license application materials. It was seconded by Ms. Dickman. The vote was: Mr. Payne, aye; Ms. Kase, aye; Mr. Walton, aye; Ms. Dickman, aye; Dr. Pepi Downey, aye; and Dr. Cloonan, aye. Motion carried.

Mr. Payne made a motion to come out of executive session. It was seconded by Dr. Cloonan. The vote was Mr. Payne, aye; Ms. Kase, aye; Mr. Walton, aye; Ms. Dickman, aye; Dr. Pepi Downey, aye; and Dr. Cloonan, aye. Motion carried.

### **APPLICATIONS**

Mr. Payne made a motion to approve Mason Stevens to take the master level exam. It was seconded by Ms. Kase. Motion carried.

### **OLD BUSINESS**

To Do List – The Board reviewed the to do list and no action was taken.

### **SUPERVISION REPORT FORMS**

The Board discussed reporting of out of state clinical supervision hours. It was moved by Mr. Walton that the Board require completion of an affidavit from the supervisor stating that the supervision hours are accurate. It was seconded by Mr. Walton. Motion carried.

### **LUNCH**

The Board adjourned for lunch at 11:10 AM MST.

### **NEW BUSINESS**

### **CORRESPONDENCE**

The Board reviewed an e-mail asking if it is within the scope of practice for clinical social workers to suggest which medications should be prescribed by a clinician. The Board indicated that it is under the LCSW scope of practice to suggest medications, but the physician would still be the one prescribing

The Board reviewed a letter from a registered clinical supervisor requesting clarification on supervision. The Board directed a letter be sent clarifying the requirements for supervision.

### **ASSOCIATION OF SOCIAL WORK BOARDS**

The Board reviewed the membership dues invoice from ASWB. It was moved by Ms. Dickman that the Board approve payment of the \$1,000 membership dues to ASWB. It was seconded by Dr. Cloonan. Motion carried.

## **JURISPRUDENCE EXAM**

The Board discussed adding a jurisprudence exam as part of the application process. Dr. Pepi Downey volunteered to research information from other states and sources and will bring a report to the next Board meeting.

## **ASWB MEETINGS**

Everyone felt the November Boise ASWB meeting went well. The next ASWB meeting is scheduled for April 30 through May 2, 2015 in Seattle, Washington. Ms. Kase and Mr. Payne are attending and expenses will be paid for by ASWB. It was moved by Mr. Payne that the Board send Dr. Pepi Downey to attend the meeting and authorize payment of expenses in line with State travel policies. It was seconded by Mr. Walton. Motion carried.

## **AGENDA ITEMS**

The Board asked Ms. London to add to the April 28, 2015 agenda a discussion regarding approval of continuing education for Ms. Dickman to attend training at an ASWB meeting and a discussion of Dr. Pepi Downey providing continuing education trainings.

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Mr. Payne made a motion to come out of executive session. It was seconded by Dr. Cloonan. The vote was Mr. Payne, aye; Ms. Kase, aye; Mr. Walton, aye; Ms. Dickman, aye; Dr. Pepi Downey, aye; and Dr. Cloonan, aye. Motion carried.

**NEXT MEETING** was scheduled for April 28, 2015 at 9:00 AM MDT.

## **ADJOURNMENT**

Mr. Payne made a motion to adjourn the meeting at 2:05 PM MST. It was seconded by Ms. Lynnet. Motion carried.

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Dr. Eleanor Pepi Downey, Chair

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Dr. Joan M. Cloonan

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Lynnet R. Kase

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Robert Payne

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Virginia K. Dickman

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Kristopher L. Walton

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Tana Cory, Bureau Chief